

CHAPTER 6

MISCELLANEOUS

www.npers.ne.gov

Retirement Planning Program

The one-day seminars are an excellent way to begin planning for an important time in the member's life. Information is provided on the Plan, payment options, financial planning, social security benefits, Medicare, health insurance, healthy lifestyles, social and psychological adjustments to retirement and estate planning.

For information on seminars scheduled in your area, visit the web site at www.npers.ne.gov or contact NPERS. Each fall NPERS mails registration information to all eligible members.

Preretirement Program

Since January 1987, NPERS has conducted statewide Preretirement Planning seminars for Plan members, age 50 and over, and their spouses.

Each eligible member is entitled to receive **leave with pay** to attend **up to two** retirement planning programs. According to state law, *"...leave with pay shall mean a day off paid by the employer and shall not mean vacation, sick, personal, or compensatory time."* The member may choose to attend a seminar more than twice, but such leave will be at his/her expense and will be at the discretion of the employer. The law limiting attendance to twice is not retroactive and therefore will not include attendances prior to September 9, 1995.

Personal Planning Program

In September 1991, state law authorized NPERS to conduct planning seminars for County Plan members under age 50 and their spouses.

Each eligible member is entitled to receive **leave with pay** to attend a personal planning seminar **twice prior to age 50**. Leave will be granted as stated above.

The seminars are held every fall in various locations throughout the state. Members may not, according to law, attend more than one seminar per fiscal year (July 1 - June 30).

Administration Of The Retirement Plan

Effective January 1, 2005, the **Public Employees Retirement Board (PERB)** consists of eight members appointed by the Governor for five-year terms. Six members are participants in the retirement systems administered by the PERB. Two are at-large members and are not employees of the State of Nebraska or any of its political subdivisions. The State Investment Officer is also a member of the PERB in a non-voting, ex-officio capacity.

The PERB is responsible for the administration of the Judges', State Patrol, School Employees', State Employees' and County Employees' Retirement Systems and the Deferred Compensation Plan. PERB meetings are normally scheduled on the third Monday of each month.

The **Nebraska Public Employees Retirement Systems (NPERS)** is the agency responsible for the administration of the County Plan.

A **Director** is hired by the PERB and directs NPERS in its administration of the various systems. The Director is subject to the approval of the Governor and a majority vote of the Legislature.

The **State Treasurer** is the custodian of the funds and securities of the retirement systems.

The **Nebraska Investment Council** is responsible for the investment and management of the system's assets. The Council contracts with outside managers to invest the various funds.

The **Recordkeeper** is a company under contract with the PERB to maintain individual member accounts, provide quarterly statements and allow for changes in investment allocations where applicable.

Release Of Information

Member account information including name, address, account balances, beneficiaries, or payment options, will only be released to a member under the following conditions:

- Personal visit to NPERS
- Adequate proof of identity provided over the phone (excluding beneficiary information)
- Written requests
- Written release signed and dated by member (must be less than six months old)
- Court ordered release
- Request from guardian or conservator with proper certified authorization (must be less than three months old)
- Request from individual holding power of attorney with authorization to receive confidential information

Account information may be released to the employer for verification of necessary information. The Internal Revenue Service may receive account information to comply with federal tax laws. Account information may be released as necessary under a qualified domestic relations order.

Fax Policy

The following will be honored via facsimile (fax) if signed by the member:

- Requests for account information
- Requests for beneficiary listings
- Requests for annuity estimates
- Changes in tax withholding
- Changes in direct deposit

Original NPERS forms are required to process annuities or payments or to change beneficiaries or change of address for payment requests. However, faxed applications for a retirement annuity or a refund will be accepted to determine effective date of processing of payment **if the original form is received within five working days**. Faxed Beneficiary Designation forms shall also be accepted with timely receipt of the original form.

E-mail Policy

General questions about the County Plan and requests for forms may be communicated through e-mail.

At the present time, NPERS does not answer individual account questions by e-mail; such questions must be submitted as a signed, written request.

Address Changes

The member's address is reported to NPERS by the county/employer. Therefore, it is **important that address information be updated through employer reporting or payroll any time there is a change.**

If a member has terminated employment and has an address change, he/she should report those address changes, *in writing*, directly to NPERS to ensure they receive quarterly statements and other items mailed concerning their account with NPERS.